

FIRE PROTECTION POLICY BOARD

WORK SESSION April 16, 2003 General Administration Building Olympia, WA

Board Members Present: Chair Sharon Colby, TJ Nedrow, Pat Jolotta and Jim Potts

WSP Staff Present: State Fire Marshal Mary Corso and Ellen Tombleson

General Business

Sharon advised that she and TJ each developed an acronym list. These lists will be merged with the list Ellen began last month. She also reminded the rest of the members that if they have any acronyms to add to the list, that they should forward them to Ellen.

Sharon advised that she had been contacted by a North Bend city council member regarding the possible placement of level 3 sex offender housing facility adjacent to the Fire Training Academy. Mary advised that she had sent a response letter to Representatives Glenn Anderson and Cheryl Pflug on the same subject. It was suggested that Sharon could send a similar letter, on behalf of the FPPB.

Action Item: Ellen will email a draft of the letter to Sharon for review/approval by April 18.

Mary provided an overview of the Professional Educational Development Summit, scheduled to be held on April 22, at the Summit Inn on Snoqualmie Pass. The purpose of the Summit is to develop a consensus Washington strategy for fire service professional development that is consistent with national initiatives, with the anticipated outcome being a statewide strategy for organized and coordinated delivery at both state and local levels. Sharon advised that she would be representing the FPPB at the initial meeting, and that TJ would join her in representing the FPPB at any follow up meetings.

Jim Potts provided an overview of the lunch that was held to honor Pam Sullivan for her work on the FPPB. Jim advised that Pam appreciated both the lunch and the plaque from the FPPB.

Board Terms

Sharon advised that she had received a resume and other information from the Governor's Office for Liz Loomis, a city council person from Snohomish County. Liz may be a possible replacement for Pat Jollota, representing Washington cities. An appointment has not been made at this time, and the Governor's Office advised they would keep us informed of the appointment process.

Action Item: Sharon will draft a letter to the Director of the Washington State Association of Counties (AWC) advising why it is important for their association to be represented on the FPPB, and to ask them to query their association in order to find a replacement for Jim Potts, whose term has expired.

Action Item: Jim Potts will do ground work to help find a replacement. He will send a letter to the Washington State Association of Counties advising that his term has expired and request them to name a replacement.

Annual Report

In discussion regarding the format of information contained in the members biographies, it was agreed that a template would be developed and sent to all members for their use in updating their bios for the 2001-02 Annual Report.

Action Item: Ellen will develop the template, which will contain the following 3 issues to address:

Personal bios

Identification and description of key issues important to their organization

Conclusion Statement – description of what their organization hopes to accomplish through the work of the Fire Protection Policy Board.

Action Item: Ellen will forward the SFDC statement from the 2000 Annual Report to Dave Wakefield for his review and update.

It was also discussed that a template could be developed that would be used each year to produce the Annual Report.

Action Item: Ellen will contact Mark Kahley regarding the status of the work that he has done on the 2001-02 Annual Report to continue through the process of finalizing the report.

Public Relations Pocket Cards:

Mary distributed a draft copy of a template for the NFIRS data information card and suggested that this could be used as a template for the FPPB. It was agreed that instead of producing a tri-fold brochure, that a card with concise information in a bullet format would be preferable. In discussion it was agreed that the card could contain the Washington fire problem based on NFIRS data, the 10 FPPB policies and FPPB Member contact information, with an indication if the Board member was serving their 1, 2, or third term on the Board.

Action Item: Anjela will develop a strawman for the FPPB Informational card to be reviewed at the May 21 Policy Board meeting.

Review of Pending List:

The Pending list was reviewed and updated. (Copy attached to April 16, 2003 Work Session notes). Jim Potts requested that more detail is provided in the description area of the Pending List, and that a reminder be sent out 2 weeks prior to the meetings/work sessions.

Action Item: Ellen will ensure that the list detailing the 5 Incident Management Teams is forwarded to all FPPB members.

Carbon Monoxide Poisoning

Pat Jollota provided information on several cases of carbon monoxide poisoning in Clark County. Following discussion it was suggested that there may be a possibility of drafting legislation that

would require the installation of a carbon monoxide detector whenever a heating system is installed or replaced. It was suggested that this be framed as a systems approach to safety.

Action Item: Mary advised that she would have Anjela draft language for the FPPB to review and discuss the best method for putting the legislation forward.

Action Item: Anjela will gather data on carbon monoxide deaths. It was suggested that DOH be contacted to obtain this information from the EMS system, and that a letter could be sent to the WSAFC newsletter soliciting information on carbon monoxide deaths/poisonings.

In discussion it was agreed that stakeholder work on this issue will need to be done before the next legislative session.

Firefighter I Program Participation

Mary provided and reviewed a copy of a straw man outlining a proposal for expansion definition of the FFI program. Mary advised that a matter of concern is that people are not taking advantage of the FFI program as was anticipated. Mary advised that part of the straw man outlines the proposal of adding additional courses and amounts for reimbursement. She stressed that this proposal is being presented as a starting point, and can be adjusted however necessary.

A discussion was held on the various reasons why departments may not be participating in the FFI program and what may be done to overcome their reasons. One suggestion was to develop a mentoring program. Jim Potts also suggested a contracting program, similar to the one he has with the Office of Community Development for the Migrant Farm Worker program. His suggestion is to contract with someone from a local organization to make contact with the local fire service regarding the FFI program. The Association of Washington Counties, the WSAFC, the Volunteer Fire Council and the Training Officers were suggested as possibilities to be the contracting organization.

Sharon reiterated that the FPPB does have the ability and authority to make changes to the FFI Program and that the changes do not need to go through the legislative process.

Mary suggested that in order to provide the fire service ownership in the FFI program, and to make them feel they have a part in it, the Board may want to consider forming some focus groups, who would review the new plan and provide feedback. Mary advised that she would further refine the straw man, and will use the Spokane County Commissioners meeting she is attending with Sharon on May 10 as the initial focus group. The findings from the Spokane meeting will be brought back to the Policy Board, and discussion can be held on establishing additional focus groups.

Jim Potts inquired if there were any provisions in the FFI program that would allow travel costs to be reimbursed for those traveling small rural fire depts. to training at North Bend.

Jim Potts advised that he would facilitate a meeting between Mary and the Executive Director of County Commissioners to further discuss how the Migrant Farm Worker Program Jim is involved in works. He feels this would be a good opportunity to get further information how the contracting process works.

Mary provided information on the Joint Apprenticeship Program and advised that she has been asked to serve as the Management representative on the Joint Apprenticeship Council to chair

meetings of the Chiefs who are involved. Mary advised the issue of an apprenticeship program was contained in the Master Plan. Mary advised that she would invite Chuck Duffy and Rick Chaney to the May Board meeting to make a presentation on their two year apprenticeship program.

Mary provided information on Fire Act funding that was received in Washington State, and advised that there has been almost 10 million dollars come into Washington State through federal Fire Act grants. Anyone receiving Fire Acts grants is required to report into the NFIRS program. Mary advised that staff is working with the individual departments to ensure they are reporting, as FEMA will require the money to be paid back from the departments that are not reporting into the NFIRS.

Discussion was also held on promoting interoperability (radios, hose connections, equipment, etc.) There is a concern that equipment that is coming down to the local levels is not interoperable. Mary suggested that the Policy Board may want to explore how to survey the fire service to ensure interoperability.

Meeting adjourned at approximately 12:30.

Next Meeting:

May 21, 2003 – 9:00
General Administration Building
WSP HQ Conference Room

Approved:

Sharon Colby, FPPB Chair (Date)